

**City of Belmont
PARKS & RECREATION COMMISSION
MINUTES OF REGULAR MEETING OF JULY 6, 2016
One Twin Pines Lane, City Council Chambers**

CALLED TO ORDER AT 7:00 PM

COMMISSIONERS PRESENT: Block, Sebt. Michaels, Mittelstadt & Bortoli

COMMISSIONERS ABSENT: Vargas, Foehr, Fine, and Sullivan

STAFF PRESENT: Parks and Recreation Director Gervais, Recreation
Coordinator Cortes and Administrative Assistant Saggau

ANNOUNCEMENTS/AGENDA AMENDMENTS

Commissioner Bortoli reported on the Babe Ruth All Star Tournament being hosted in Belmont. Parks and Recreation Director Gervais added that Little League is also hosting a tournament.

Commissioner Mittelstadt noted the Parks Boosters concert schedule held in Twin Pines Park.

Parks and Recreation Director Gervais announced the Movie Nights in the Park.

National Night Out event date was noted.

CONSENT CALENDAR

June 1, 2016 Minutes

ACTION: On a motion by Commissioner Mittelstadt, seconded by Commissioner Bortoli, the Consent Calendar was unanimously approved. Vote 4 Commissioners and 1 Youth Commissioner in favor. (Youth Commissioner Fine, Commissioners Sullivan, Foehr and Vargas absent)

ITEMS OF BUSINESS

Update on the Recreation Facilities Program

Recreation Coordinator Cortes gave a presentation showing the recreation facilities and picnic sites the City has available to rent. She reviewed the features and the type of events held at each site. The rental reservation process was explained.

Recreation Coordinator Cortes reviewed objectives for recreation facilities including the use of ActiveNet to provide an on-line reservation program.

Commissioners provided comments and suggestions that included the following:

- Create a video tour of facilities to post on the city's website
- Consider marketing to party planners

- Market differently to the various rental groups
- Use My Belmont app
- Advertise at facility sites
- Compare rental rates to other Cities
- Consider expanding outdoor rental opportunities
- Facility Rate Sheet and Facility Use Policy User Groups should match up
- Consider donating chairs that are being replaced in the Senior Center
- Bring Facility Use Policy revisions to the Commission
- Communicate with Park Boosters on needed improvements
- Reduce barriers such as processing fee
- Provide trifold marketing brochures outside each building
- Create graph comparing capacity versus use for each facility

Update on Davey Glen Park Construction

Parks and Recreation Director Gervais reported on the start of construction at Davey Glen Park. Star Construction was awarded the contract. He reviewed the progress and presented pictures showing the work that has been completed and explained future work to be done. He noted trees to be planted in the park were hand selected.

Parks and Recreation Director Gervais responded to Commission questions.

Update on Council Priorities in the 2017 Budget

Parks and Recreation Director Gervais noted two items the City Council expressed interest in prioritizing for the Parks & Recreation Department.

- Resolving the off leash dog issue at Barrett Community Center with the creation of an Ad Hoc Committee of the Parks & Recreation Commission to address the issue and present options to City Council.
- Moving forward on the synthetic turf project at the Belmont Sports Complex.

These items will be on a future Parks & Recreation Commission agenda.

The question was raised when an improvement project for Barrett Community Center would begin. Discussion ensued. It was suggested the Commission have a joint meeting with the City Council.

OTHER BUSINESS / UPDATES

Department Reports

Parks and Recreation Director Gervais reported on the following:

- Youth Engagement
- Summer Programs
- Aquatics
- Novartis Volunteer Projects
- Fence Project at Barrett
- Belmont Connects future project plans

- Fire Safe Crews work
- Polish Festival
- Fishing Program

Future Agenda Items

Dogs at Barrett

Belmont Connects Projects

Solar Sustainability Projects

Davey Glen Park Construction Update

Youth Advisory Committee Progress

Recreation Facilities in ActiveNet

ADJOURNMENT

The meeting was adjourned at 9:35 p.m.

Jonathan Gervais
Parks and Recreation Director